Minnesota Department of
Educati☉n

2014 MINNESOTA PUBLIC LIBRARY ANNUAL REPORT

Please complete your report using data/information for January 1, 2014 – December 31, 2014, unless otherwise specified. Financial data should be reported for the fiscal year which ended in calendar year 2014.

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GENERAL INFORMATION

Data Element
G01/G01m Library Name
G02/G02m Regional System/Sequence Number
G03/G03m Regional Public Library System
G04/G04m Street Address
G05/G05m Location is a change from previous year
G06/G06m City
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G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report

G19 Phone
G20 E-mail

IMLS ADMINISTRATIVE ENTITY CODES

G21) Interlibrary Relationship Code
G22) Legal Basis Code
G23) Administrative Structure Code
G24) IMLS Public Library Definition
G25) Geographic Code
G26) Did the legal service area boundary change?

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P05 Last year Registered User Records Were Purged		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
*P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F01 Central Libraries		
F02 Branch Libraries		
F03 Bookmobiles		
F04 Supplementary Services		
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23/Number of Outlets with a Meeting Room		

Question
F23m Meeting Room Available for Public Use
F24/F24m Non-Library Sponsored Events

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

PAY RANGES

Question	Low Salary	High Salary
S06 Regional Director		
S07 Library Director		
S08 Assistant Director		
S09 Branch Manager		
S10 Central Library Manager		
S11 Department Head		
S12 Other Librarian		
S13 Technology Support		
S14 Library Support Staff		
S15 Administrative Support Staff		
S16 Pages		
S17 Do Any Library Staff Belong to a Union?		

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions

Question
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable
C09 Electronic Serial Subscriptions, Licensed Regionally, Downloadable
C10 Total Electronic Serial Subscriptions
C11 Electronic Books Licensed Locally
C12 Electronic Books Licensed Regionally
C13 Electronic Books Licensed Statewide
C14 Total Electronic Books
C15 Audio Downloadable Units, Licensed Locally
C16 Audio Downloadable Units, Licensed Regionally
C17 Total Audio Downloadable Units
C18 Video Downloadable Units, Licensed Locally
C19 Video Downloadable Units, Licensed Regionally
C20 Total Video Downloadable Units
C21 Databases Licensed Locally
C22 Databases Licensed Regionally
C23 Databases Licensed via Other Cooperative Agreement   deleted
C24 Total Licensed Databases, Local/Regional/Other Cooperative Agreement
C25 Databases Licensed Statewide
C26 Total Licensed Databases

POLICIES/PLANS

Question	CY	PY
D01 Strategic Plan		
D02 Disaster Plan		
D03 Policy Manual		
D04 Records Retention Schedule		
D05 Building Accessibility Plan		
D06 Technology Plan		
D07 Internet Acceptable Use Policy		

OUTREACH SERVICES

Question
O01 Adult Basic Education
O02 Adult Literacy Organization
O03 Early Childhood Organization
O04 Correctional Facility
O05 Cultural Communities
O06 Service to Homebound
O07 School (K12)
O08 Senior-Centered Organization
O09 Workforce Development
O10 Youth Development Organization
O11 Other

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

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I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
I11/I11m Foundation President's Name (For 2014)	
I12/I12m Foundation Mailing Address	
I13/I13m Foundation Second Mailing Address	
I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

FINANCIAL DATA

OPERATING REVENUE

Question		
LOCAL GOVERNMENT		
City	CY	PY
R01) City Direct		
R02) City Indirect		
R03) City Operating Revenue Total		
County		
R04) County Direct		
R05) County Indirect		
R06) County Total		
Other Local Government		
R07) Other Local Government Direct		

Question
R08) Other Local Government Indirect
R09) Other Local Government Operating Revenue Total
R10) Total Local Government Operating Revenue
STATE
R11) Arts & Cultural Heritage Fund
R12) Regional Library Basic System Support
R13) Regional Library Telecommunications Aid
R14) Other State
R15) Total State Government Operating Revenue
FEDERAL
R16) Federal Library Services and Technology Act
R17) Federal Direct
R18) Federal Indirect
R19) Total Federal Operating Revenue
OTHER
Regional System
R20) Regional System Direct
R21) Regional System Indirect
R22) Regional System Operating Revenue Total
Multicounty, Multitype
R23) Multicounty, Multitype Direct
R24) Multicounty, Multitype Indirect
R25) Multicounty, Multitype Operating Revenue Total
R26) Other Operating Direct
R27) Other Operating Indirect
R28) Other Operating Total
R29) Total Regional; Multicounty, Multitype and Other Operative Revenue
R30) Total Operating Revenue

OPERATING EXPENDITURES

PERSONNEL EXPENDITURES

Question	CY	PY
E01) Salaries & Wages		
E02) Employee Benefits		
E03) Total Personnel Costs		

COLLECTION EXPENDITURES

Question
E04) Collection Expenditures Print Materials
E05) Collection Expenditures Electronic Materials Electronic Books (E-books)
E06) Collection Expenditures Electronic Materials Databases
E07) Collection Expenditures Electronic Materials Other Electronic Materials
E08) Collection Expenditures Electronic Materials Expenditures Total
E09) Collection Expenditures Other Materials Audio& Video Physical Materials

Question
E10) Collection Expenditures Other Materials Other Physical Materials
E11) Collection Expenditures Other Materials Expenditures Total
Collection Expenditures Physical Materials Total
E12) Total Collection Expenditures

OTHER

Question
E13) Other Operating Expenditures
E14) Total Operating Expenditures
E15) Expenditures Equal To or Less than Income?

CAPITAL REVENUE – DIRECT AND INDIRECT

Question
LOCAL
City
R31) City Direct
R32) City Indirect
R33) City Capital Revenue Total
County
R34) County Direct
R35) County Indirect
R36) County Capital Revenue Total
Other Local Government
R37) Other Local Government Direct
R38) Other Local Government Indirect
R39) Other Local Government Capital Revenue Total
R40) Total Local Government Capital Revenue
STATE
R41) Library Construction Grant
R42) Other State Capital Revenue
R43) Total State Government Capital Revenue
FEDERAL
R44) Federal Government Capital Revenue Library Services and Technology Act
R45) Federal Capital Direct
R46) Other Federal Indirect Capital Revenue
R47) Total Federal Government Capital Revenue
OTHER
Regional System
R48) Regional System Direct
R49) Regional System Indirect
R50) Regional System Capital Revenue Total
Multicounty, Multitype
R51) Multicounty, Multitype Direct
R52) Multicounty, Multitype Indirect
R53) Multicounty, Multitype Capital Revenue Total
R54) Other Capital Direct

Question
R55) Other Capital Indirect
R56) Other Capital Revenue Total
R57) Total Regional, Multicounty Multitype and Other Capital Revenue
R58) Total Capital Revenue

CAPITAL EXPENDITURES

Question
EC01) Total Capital Expenditures

IN-KIND OPERATING CONTRIBUTIONS

Question
R59) In-Kind Operating Contributions City
R60) In-Kind Operating Contributions County
R61) In-Kind Operating Contributions All Other
R62) Total In-Kind Operating Contributions

IN-KIND EXPENDITURE AREAS

Question
EKA01) Personnel
EKA02) Collection
EKA03) All Other Operating Expenditures
EKA04) Total In-Kind Operating Contributions

IN-KIND CAPITAL CONTRIBUTIONS

Question
R63) In-Kind Capital Contributions City
R64) In-Kind Capital Contributions County
R65) In-Kind Capital Contributions All Other
R67) Total In-Kind Capital Contributions

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PUBLIC SERVICES INFORMATION

Question	CY	PY
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P02/P02m Registered Users – Residents		
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P07/P07m Reference Transactions		
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P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
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P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
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FACILITIES

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F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
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F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
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ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
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FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
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LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
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I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

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I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
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PROGRAMS

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P21/P21m Children's Programs
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PROGRAM ATTENDANCE

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P25/P25m Children's Program Attendance
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BOARD, FOUNDATION, FRIENDS

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P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
I11/I11m Foundation President's Name (For 2014)	
I12/I12m Foundation Mailing Address	
I13/I13m Foundation Second Mailing Address	
I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

Minnesota Department of
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GENERAL INFORMATION

Data Element
G01/G01m Library Name
G02/G02m Regional System/Sequence Number
G03/G03m Regional Public Library System
G04/G04m Street Address
G05/G05m Location is a change from previous year
G06/G06m City
G07/G07m ZIP Code
G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
I11/I11m Foundation President's Name (For 2014)	
I12/I12m Foundation Mailing Address	
I13/I13m Foundation Second Mailing Address	
I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

Minnesota Department of Education

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GENERAL INFORMATION

Data Element
G01/G01m Library Name
G02/G02m Regional System/Sequence Number
G03/G03m Regional Public Library System
G04/G04m Street Address
G05/G05m Location is a change from previous year
G06/G06m City
G07/G07m ZIP Code
G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
I11/I11m Foundation President's Name (For 2014)	
I12/I12m Foundation Mailing Address	
I13/I13m Foundation Second Mailing Address	
I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

Minnesota Department of Education

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GENERAL INFORMATION

Data Element
G01/G01m Library Name
G02/G02m Regional System/Sequence Number
G03/G03m Regional Public Library System
G04/G04m Street Address
G05/G05m Location is a change from previous year
G06/G06m City
G07/G07m ZIP Code
G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
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I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
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I22/I22m Friends City	
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Minnesota Department of Education

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GENERAL INFORMATION

Data Element
G01/G01m Library Name
G02/G02m Regional System/Sequence Number
G03/G03m Regional Public Library System
G04/G04m Street Address
G05/G05m Location is a change from previous year
G06/G06m City
G07/G07m ZIP Code
G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
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P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
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H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
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H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
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F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
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Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

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Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
I11/I11m Foundation President's Name (For 2014)	
I12/I12m Foundation Mailing Address	
I13/I13m Foundation Second Mailing Address	
I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

Minnesota Department of Education

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GENERAL INFORMATION

Data Element
G01/G01m Library Name
G02/G02m Regional System/Sequence Number
G03/G03m Regional Public Library System
G04/G04m Street Address
G05/G05m Location is a change from previous year
G06/G06m City
G07/G07m ZIP Code
G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
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I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
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I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

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G03/G03m Regional Public Library System
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G05/G05m Location is a change from previous year
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G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
I11/I11m Foundation President's Name (For 2014)	
I12/I12m Foundation Mailing Address	
I13/I13m Foundation Second Mailing Address	
I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

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GENERAL INFORMATION

Data Element
G01/G01m Library Name
G02/G02m Regional System/Sequence Number
G03/G03m Regional Public Library System
G04/G04m Street Address
G05/G05m Location is a change from previous year
G06/G06m City
G07/G07m ZIP Code
G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
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Screen-enlarging Software Available?
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Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
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LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
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LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
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G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
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G15/G15m Director's Phone
G16/G16m Director's Extension
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REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
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PUBLIC SERVICES INFORMATION

Question	CY	PY
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CIRCULATION

Question
P13/P13m Children's Circulation
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P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
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FACILITIES

Question	CY	PY
F05m Outlet Type Code		
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F21m Typical Internet Upload Speed for Public Computers		
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Description

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Question
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S03/S03m Total Librarians
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C05/C05m Other Physical Materials
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C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

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I04 Trustee Second Mailing Address	
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GENERAL INFORMATION

Data Element
G01/G01m Library Name
G02/G02m Regional System/Sequence Number
G03/G03m Regional Public Library System
G04/G04m Street Address
G05/G05m Location is a change from previous year
G06/G06m City
G07/G07m ZIP Code
G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
I11/I11m Foundation President's Name (For 2014)	
I12/I12m Foundation Mailing Address	
I13/I13m Foundation Second Mailing Address	
I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

Minnesota Department of Education

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G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
H09/H09m Number of Public Service Hours in a Seasonal Week
H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
S01/S01m Total ALA/MLS Librarians
S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
I01 Trustee Name	
I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

Question	
I09/I09m Does This Library Have a Foundation?	
I10/I10m Foundation Name	
I11/I11m Foundation President's Name (For 2014)	
I12/I12m Foundation Mailing Address	
I13/I13m Foundation Second Mailing Address	
I14/I14m Foundation City	
I15/I15m Foundation ZIP Code	
I16/I16m Foundation Telephone	

LIBRARY FRIENDS

Question	
I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
I19/I19m Friends President's Name (For 2014)	
I20/I20m Friends Mailing Address.	
I21/I21m Friends Second Mailing Address	
I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	

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G07/G07m ZIP Code
G08/G08m Mailing Address
G09/G09m City
G10/G10m ZIP Code
G11/G11m County
G12/G12m Phone
G13 Library Web Address
G14/G14m Director's Name
G15/G15m Director's Phone
G16/G16m Director's Extension
G17/G17m Director's E-mail Address

REPORT FILER - CONTACT INFORMATION

Question
G18 Name of Person Who Prepared the Public Library Report
G19 Phone
G20 E-mail

PUBLIC SERVICES INFORMATION

Question	CY	PY
P01/P01m Population of the Legal Service Area		
P02/P02m Registered Users – Residents		
P03/P03m Registered Users – Reciprocal		
P04/P04m Total Registered Users – Automatic Tally		
P06/P06m Visits		
P07/P07m Reference Transactions		
P08/P08m Annual Public Internet Computer Sessions		
P09/P09m Public Internet Computer Sessions Universe		
* P10 Wireless Sessions		
P11 ILL Provided to Other Libraries		
P12 ILL Received from Other Libraries		

CIRCULATION

Question
P13/P13m Children's Circulation
P14/P14m Adult Circulation
P15/P15m Other Physical Media Circulation (No Audience Designation)
P16/P16m Total Physical Media Circulation
P17/P17m Downloadable E-books and E-serials Circulation
P18/P18m Downloadable Audio and Video Circulation
P19/P19m Total Downloadable Circulation
P20 Total Circulation

PROGRAMS

Question
P21/P21m Children's Programs
P22/P22m Young Adult Programs
P23m/P23m Adult Programs
P24/P24m Total Programs

PROGRAM ATTENDANCE

Question
P25/P25m Children's Program Attendance
P26/P26m Young Adult Program Attendance
P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

PUBLIC SERVICE HOURS

Question
H01m Monday Hours
H02m Tuesday Hours
H03m Wednesday Hours
H04m Thursday Hours
H05m Friday Hours
H06m Saturday Hours
H07m Sunday Hours
H08/08m Number of Public Service Hours in a Regular Week
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H10/H10m Seasonal Dates
H11m Number of Weeks Library is Open
H12/H12m Total Public Service Hours per Year

FACILITIES

Question	CY	PY
F05m Outlet Type Code		
F06m Number of Bookmobiles (outlet)		
F07m Facility Type		
F08m Square Feet		
F09m Year Built		
F10m Latest Year Remodeled		
F11m Previous Year(s) Remodeled		
F12/F12m Staff Internet Computers		
F13/F13m Public Internet Stationary Computers		
F14/F14m Public Internet Mobile Devices for On-Site Use		
F15/F15m Total Number of Public Internet Computers/Devices		
F16m Fiber Optic to Library Building		
F17m Category 6 Wiring within Library?		
F18m Optimum Internet Download Speed for Public Computers		
F19m Typical Internet Download Speed for Public Computers		
F20m Optimum Internet Upload Speed for Public Computers		
F21m Typical Internet Upload Speed for Public Computers		
F22/F22m Number of Outlets with Wi-Fi Available to Public		
F23m Meeting Room Available for Public Use		
F24/F24m Non-Library Sponsored Events		

ASSISTIVE TECHNOLOGY

Assistive Technology
Magnifier Available?
Optical Character Reader (OCR) Available?
Page Turner Available?
Screen-enlarging Software Available?
Speech Input or Output (Screen Reader) Available?
Other?
Description

FULL TIME EQUIVALENT STAFF INFORMATION

Question
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S02/S02m Total Other Librarians
S03/S03m Total Librarians
S04/S04m Total Other Staff
S05/S05m Total Paid Employees

LIBRARY COLLECTION

Question
C01/C01m Print Materials (Books and Periodicals)
C02/C02m Audio Materials, Physical
C03/03m Video Materials, Physical
C04/C04m Multi-format Materials
C05/C05m Other Physical Materials
C06/C06m Total Physical Materials
C07/C07m Print Serial Subscriptions
C08/C08m Electronic Serial Subscriptions, Licensed Locally, Downloadable

BOARD, FOUNDATION, FRIENDS

LIBRARY BOARD OF TRUSTEES - CONTACT INFORMATION FOR THE YEAR 2014

Question	
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I02 Trustee Board Position	
I03 Trustee Mailing Address	
I04 Trustee Second Mailing Address	
I05 Trustee City	
I06 Trustee ZIP Code	
I07 Trustee Telephone	
I08 Trustee Term of Office Completion Year	

LIBRARY FOUNDATION

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LIBRARY FRIENDS

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I17/I17m Does This Library Have a Friends Group?	
I18/I18m Friends Group Name	
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G11/G11m County
G12/G12m Phone
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P22/P22m Young Adult Programs
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P25/P25m Children's Program Attendance
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P27/P27m Adult Program Attendance
P28/P28m Total Program Attendance

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BOARD, FOUNDATION, FRIENDS

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LIBRARY FRIENDS

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I22/I22m Friends City	
I23/I23m Friends ZIP Code	
I24/I24m Friends Telephone	